

## Adult Foster Care/Homes for the Aged Personal Care Supplement Payment Viewing Authorizations in ASAP

"Working to protect, preserve and promote the health and safety of the people of Michigan by listening, communicating and educating our providers, in order to effectively resolve issues and enable providers to find solutions within our industry. We are committed to establishing customer trust and value by providing a quality experience the first time, every time."

-Provider Relations

## Checklist

- For Adult Foster Care or Homes for the Aged providers that would like to view authorizations in Adult Services Authorized Payments (ASAP):
  - □ Login to MILogin with your previously created user ID and password
  - Access ASAP
  - View Authorizations

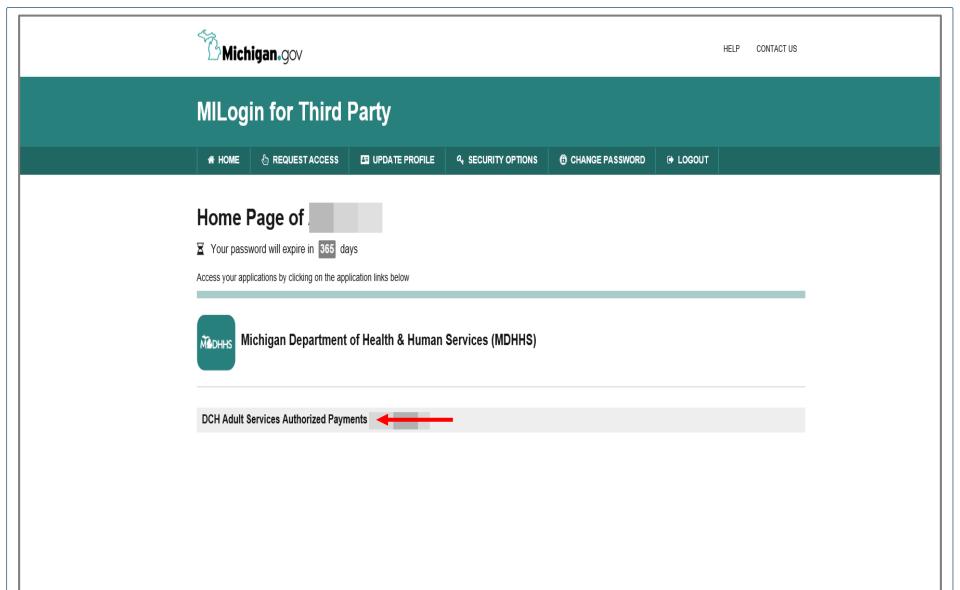
Contact the Provider Support Helpline if you need assistance:

1-800-979-4662



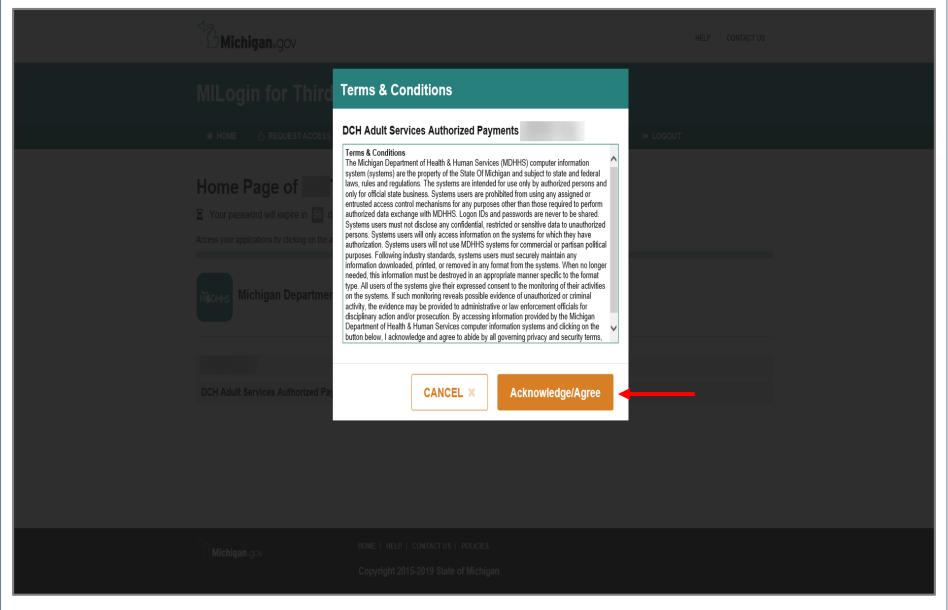
- Open your web browser (e.g. Internet Explorer, Google Chrome, Mozilla Firefox, etc.)
- Enter <a href="https://milogintp.Michigan.gov">https://milogintp.Michigan.gov</a> into the search bar.
- Enter your User ID and Password.
- Click Login.



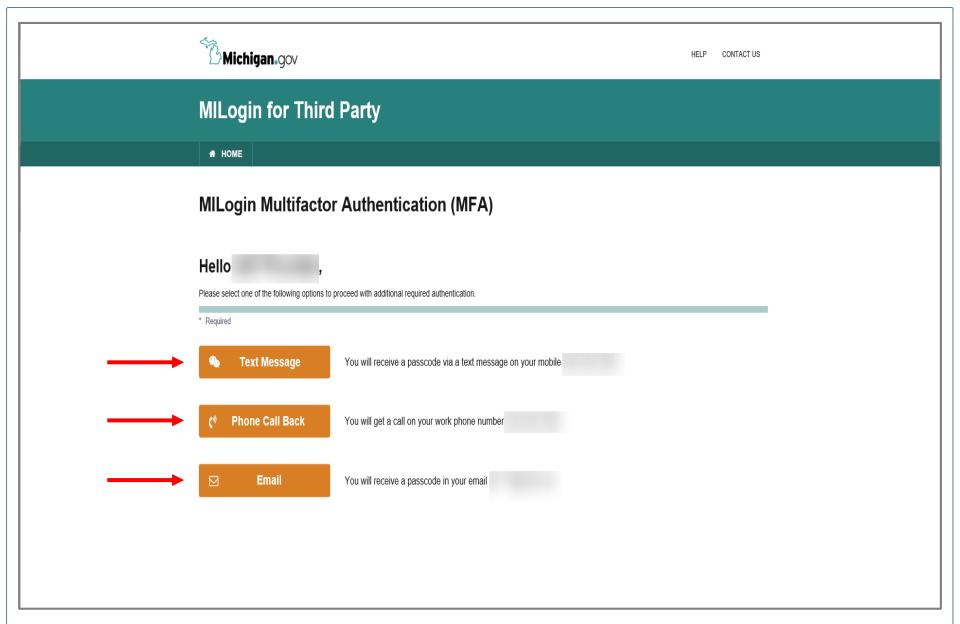


Click the DCH Adult Services Authorized Payments hyperlink.

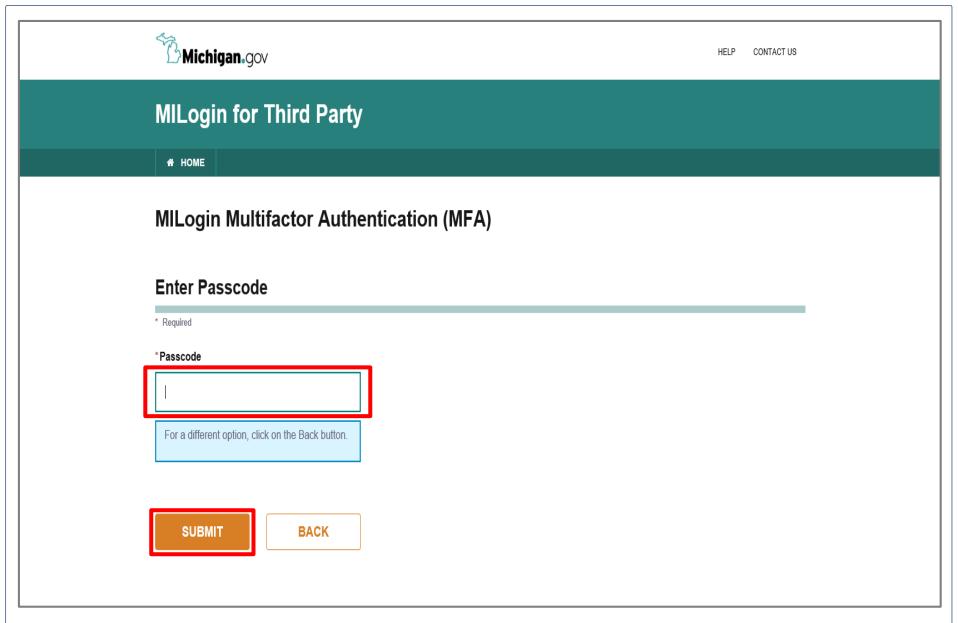




 Click 'Acknowledge/Agree' button to accept the Terms & Conditions to get into DCH Adult Services Authorized Payments.



 Click Text Message, Phone Call Back or Email to receive a passcode needed to enter Adult Services Authorized Payments.

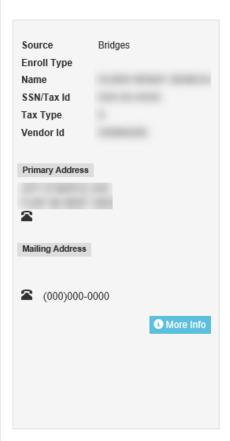


- Enter the MILogin Multifactor Authentication (MFA) passcode.
- Click Submit.





**♣** Contact MI.gov



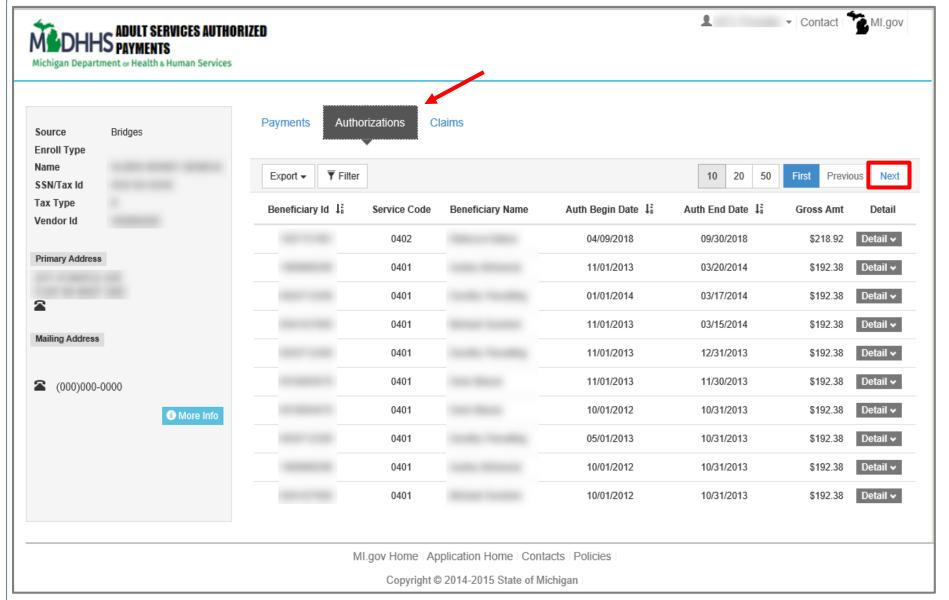
Payments	Authorizations	Claims						
Export •	₹ Filter					10 20 50	First F	Previous Next
Warrant No	Warrant Date	Gross Amt	Spend Down Amt	FICA Amt	Offset Amt	Treasury Offset	Net Amt	Status
		\$437.84	\$0.00	\$0.00	\$0.00	\$0.00	\$437.84	PV
		\$769.52	\$0.00	\$0.00	\$0.00	\$0.00	\$769.52	P♥
		\$192.38	\$0.00	\$0.00	\$0.00	\$0.00	\$192.38	P 🕶
		\$577.14	\$0.00	\$0.00	\$0.00	\$0.00	\$577.14	P♥
		\$1,346.66	\$0.00	\$0.00	\$0.00	\$0.00	\$1,346.66	P♥
		\$769.52	\$0.00	\$0.00	\$0.00	\$0.00	\$769.52	P♥
		\$769.52	\$0.00	\$0.00	\$0.00	\$0.00	\$769.52	P♥
		\$769.52	\$0.00	\$0.00	\$0.00	\$0.00	\$769.52	P 🕶
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		\$769.52	\$0.00	\$0.00	\$0.00	\$0.00	\$769.52	P 🕶

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Click Authorizations.

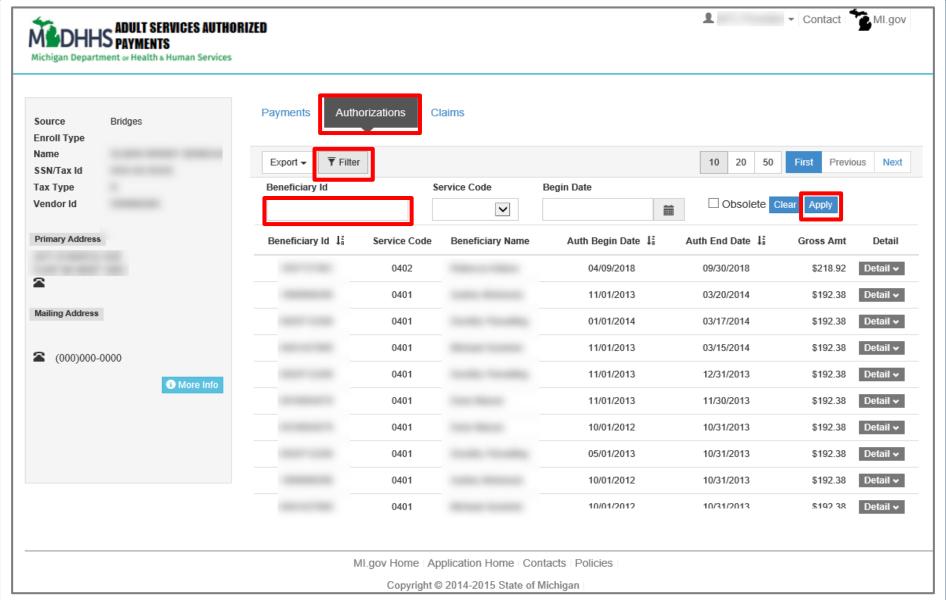




Confirm the highlighted tab show Authorizations.

Please Note: Only the beneficiary names with authorization dates are listed. If an authorization is not listed, please contact your Adult Services Worker or Community Mental Health case manager.

To view additional pages click **Next**.



- To filter by only one beneficiary:
  - Click Authorizations.
  - Click Filter.
  - Type the Beneficiary Id and click Apply.



## Provider Resources

 Adult Foster Care/Homes for the Aged Personal Care Supplement Payment Provider Support: 1-800-979-4662

Provider Support Email:

ProviderSupport@Michigan.gov

Website:

www.Michigan.gov/AFCprovider

